

Knox County Board of Education

Descriptor Term:

Internet Safety

Descriptor Code:

IFABC

Issued Date:

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The Knox County Schools District's Internet Safety and Acceptable Use Policy is intended to prevent unauthorized access and other unlawful activities by users online, prevent unauthorized disclosure of or access to sensitive information, and to comply with the Children's Internet Protection Act ("CIPA"). This policy applies to all Knox County Schools (KCS) students and employees, including permanent, temporary, part-time, and substitute employees, as well as volunteers, interns and contractor personnel, whose access to, or use of, Internet and/or e-mail services is funded by Knox County Schools. This policy is not intended to be all-inclusive but is intended to provide reasonable guidance for the acceptable use of district network, Information Technology resources, Internet access, and e-mail. Questions about specific activities not enumerated in the policy should be directed to the user's supervisor.

Expectations and Acceptable Use of Internet

- All users shall act in a responsible, ethical, and lawful manner when using the schools district's Information Technology resources.
- Users observing any illegal activities shall report their observance to the appropriate school district administration.
- Staff members who supervise students, control electronic equipment, or otherwise have occasion to observe student use of said equipment online shall make reasonable efforts to monitor the use of this equipment to assure that it conforms to the mission and goals of the Knox County School District.
- Each school year, school personnel shall verify that students using the computer network and Internet access have a signed Acceptable Use of Electronic Media Agreement. Students who are under 18 shall have their parent/guardian's signature in order to access the Internet. Once signed, that form must be kept on file in the student's cumulative record. This authorization shall remain in effect until revoked by the parent, the student is no longer a KCS student, or the student loses the privilege of using the District's network due to violation of this policy.
- Employees shall sign Acceptable Use of Electronic Media Agreement and are required to follow the regulations set forth in the Guidelines for Acceptable Use of Electronic Media.
- Even without signature, all users shall follow this policy and report any misuse of the network or Internet to a teacher, supervisor, or other appropriate District personnel.

Unacceptable Uses of the Computer Network or Internet

The District reserves the right to take immediate action regarding activities on its network that (1) create security and/or safety issues for the District, students, employees, schools, network or computer resources, or (2) other activities as determined by the District as inappropriate. The following are examples of inappropriate activity on the District network:

- Violating any state, federal, or municipal ordinance, such as: accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, confidential information or copyrighted materials
- Criminal activities that can be punished under law
- Selling or purchasing illegal items or substances

- Causing harm to others or damage to their property, such as:
 - Using profane, abusive language; threatening, harassing, or making damaging or false statements about others or accessing, transmitting, or downloading offensive, harassing, or disparaging materials
 - Deleting, copying, modifying, or forging other users' names, emails, files, or data; impersonating other users, or sending anonymous email;
 - Damaging computer equipment, files, data or the network in any way, including intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs, or disrupting any computer system performance;
 - Using any District computer to pursue "hacking", internal or external to the District, or attempting to access information protected by privacy laws;
- Using the network or Internet for Commercial purposes, such as:
 - Using the network for personal financial gain
 - Using the network for personal advertising, promotion, or
 - Conducting for-profit business activities and/or engaging in non-government related fundraising or public relations activities such as solicitation for religious purposes, lobbying for personal political purposes.

Internet Filtering

The District will use technology protection measures to block or filter, to the extent practicable, access of visual depictions that are obscene, pornographic, and harmful to minors over the network. The District reserves the right to monitor users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of District property, network and/or Internet access or files, including e-mail.

All Internet access will be filtered for minors and adults on computers with Internet access provided by the school district. The categories of material considered inappropriate and to which access will be blocked will include, but not be limited to: nudity/pornography; images or descriptions of sexual acts; promotion of violence, illegal use of weapons, drug use, discrimination, or participation in hate groups; instructions for performing criminal acts, and online gambling.

The Superintendent or designee will consider requests from users who wish to use a blocked site for bona fide research or other lawful purposes. This permission will be granted for a specific period of time and internet activity will be logged and reported to the District Network Administrator during this period.

Penalties for Improper Use

Any violation of District technology resources or violation of this policy by students may lead to disciplinary and/or legal action including, but not limited to, suspension or expulsion.

Any violation of District technology resources or violation of this policy by staff may lead to reprimand, suspension, dismissal from District employment, or criminal prosecution by government authorities.

Student Internet Safety

Students will be instructed as to safe and responsible use of the Internet using readily available and age-appropriate tools and information, as the curriculum permits. Students must abide by all laws, this Acceptable Use Policy, and all District security policies when using the District network.

Parents of students in the Knox County School District shall be provided with the following information:

Acceptable Use of Electronic Media Agreement (MC-107)

Guidelines for Acceptable Use of Electronic Media (MC-108)